

Meeting Summary
Mandatory Student Fee Advisory Committee
Tuesday, November 13, 2012
Piedmont Room– 3:00-4:30 P.M.

1. Introduction of Members – Eleven of twelve Committee members were either present or represented by a substitute (see attached list). Sixteen additional staff members were present per the attached attendance sheet.

The minutes from the January 26, 2012 meeting were reviewed by Jim Kirk. They were approved by the Committee on a motion made by Evans Harrell and seconded by Daniel Farmer.

2. Committee Responsibilities and Operations

Policy Statement and Role of Committee – Jim Kirk reviewed the policy statement for the Committee and its role in recommending fee levels for Fiscal 2014 to the President. Following review of the Committee’s proposals, the President then will recommend mandatory fee levels to the Board of Regents. The BOR will act on fee recommendations at its April meeting, unless the General Assembly has not completed its work on the state appropriations by the end of March.

Operational Ground Rules for Committee

The following guidelines will govern operation of the Committee:

- Members should choose replacements if they will not be present for future meetings.
- Jim Kirk will work with the student co-chair for the Committee in developing the agenda and materials for subsequent meetings.
- The co-chairs will vote on fees, along with other Committee members.
- Unless otherwise stated in the policy establishing the Committee, Roberts Rules of Order will be used for conducting meetings.
- Meeting agendas and materials will be made available to members in advance of meetings. A web site has been established for posting of documents at this location: <http://www.budgets.gatech.edu/Views/MSFAC.aspx>.

Election of Student Co-Chair – Michael Kirka nominated Daniel Farmer as Committee Co-Chair, with a second by Eran Mordel. Daniel was elected by acclamation.

3. Review of Mandatory Fees For Fiscal Year 2014

A. Representatives presented summaries of the mandatory fees based on narratives included in the agenda packets as follows:

- Heath Services – Greg Moore
- Transportation – Lance Lunsway
- Technology – General Discussion

- Athletics – Frank Hardymon
 - Student Activities – General Discussion
- B. The history of Tuition and Mandatory Fee levels were discussed, per the handout posted on the web site. Students expressed the desire to make a strong statement to the Board of Regents regarding the Special Institutional Fee and decided to discuss this further at their SGA meeting.
4. Interim Budget Monitoring. The Committee reviewed the Board of Regents' new guidelines for interim monitoring mandatory. The Committee was presented with the new form that fee units will have to complete to comply with these guidelines.
 5. FY14 Budget Outlook. Jim Kirk discussed the financial outlook for Georgia Tech for FY2014, specifically the funding reductions expected and the tuition and fee guidelines presented by the Chancellor. The Chancellor's letter and the budget outlook PowerPoint are posted on the Committee web site.
 6. Announcement of Dates. The next meeting will be on December 5, 2012 from 3:00-5:00 P.M. in the Crescent Room, Student Center Commons. The due date for FY2013 fee request submissions is November 27, 2012.

Submitted by Jim Kirk
MSFAC Co-Chair
November 19, 2012

**MANDATORY STUDENT FEE ADVISORY COMMITTEE MEMBERSHIP
FISCAL 2013 COMMITTEE TO CONSIDER FISCAL 2014 FEES**

Member	Attendance	
<u>Students (8 members)</u>	Present	Absent
Eran Mordel, President, (U) Undergraduate Student Body	Present	
Amit Khanduri (U) Executive Vice President		Absent
Michael Mosgrove,(U) Speaker of the House	Present	
Daniel Farmer, (U) Vice President of Finance	Present	
Nicholas Robson, (U) Vice President of Internal Development	Present	
Michael Kirka (G) President, Graduate Student Body	Present	
Gareth Guvanasen (G) Executive Vice President Graduate Student Body	Present	
Arren Washington (G) Vice President Graduate Conference Fund	Present	
<u>Faculty and Staff (4 members including 2 faculty and the Budget Director)</u>		
Jim Kirk, Director – Exec Dir-Inst. Budget Planning & Administration (Co-Chair, MSFAC)	Present	
Carla Zachery, Chief Administrative and Finance Officer, Scheller College of Business	Ann Scott, Scheller College of Business, Alternate	
Carole Moore, Assistant Vice Provost	Present	
Evans Harrell, II, Associate Dean, College of Sciences	Present	
<u>Support to Committee:</u>		
Jeannette Barnett, Institute Budget Planning and Administration	Frank Hardymon, Lance Lunsway, David Williamson, Barbara Hanschke, Rich Steele, Paul Strouts, Robert Junko, Bill Schafer, James Black, Ninh Tran, Betsey Kidwell, John Scuderi, Greg Moore, Jeff Fisher, Daniel Taylor, Kamna Bohra	